



The City of San Jose
Environmental Services Department

***Announces an exciting employment
opportunity for***

**Senior Electrical
Engineer**

APPLICATION DEADLINE:
Extended to August 16, 2013



Solving the Human Resources Puzzle Since 1984

Koff & Associates, Inc.



The Community

As the hub of Silicon Valley, San José is a popular destination for tourists and business travelers. Visitors find many amenities in the City's revitalized downtown area including fine accommodations and world class restaurants and shops. With all of the amenities of a large city and the charm of a small town, San José is a great place to live, work, and raise a family. Residents enjoy an unparalleled quality of life, with great weather year round to enjoy, expansive open spaces, beautiful parks, trails, and local regional attractions. It's an easy trip to some of the best destinations on northern California, including San Francisco, Santa Cruz, Monterey Bay, and Big Sur.

San José is located in Santa Clara County at the southern edge of the San Francisco Bay, about 50 miles south of San Francisco. It is the third largest city in California, following Los Angeles and San Diego. It is the tenth largest city in the United States. Weather in San José is hard to beat with moderate year-round temperatures. Residents enjoy 300 days of sunshine and an average annual temperature of 70 degrees. The average temperature is 84 degrees in July and 41 degrees in December. Average rainfall is 15 inches.



The Department

The mission of the Environmental Services Department (ESD) is to work with the community to conserve natural resources and safeguard the environment for future generations. The department provides services for wastewater management, garbage and recycling, drinking and recycled water, and watershed protection. ESD has played an active leadership role in helping San Jose achieve its "Green Vision" goals to protect our environment for the future. ESD is comprised of a staff of more than 450, boasting a diverse set of skills and specialties among our team - treatment plant operators, administrative professionals, biologists, chemists, inspectors, environmental program specialists, accountants, engineers, maintenance personnel, and more. The department and its personnel demonstrate a strong commitment to teamwork, environmental protection, and building good partnerships.





The Position

This position will be responsible for providing technical leadership on the long term issues of the Electrical, Instrumentation, Power & Air HVAC and Power and Distribution along with Relay coordination at the San Jose/Santa Clara Regional Wastewater Facility. This position requires a very responsible individual with strong design and maintenance background and experience in managing complex electrical design projects. Responsibilities will include a leadership role in implementing the Electrical Master Plan with a budget of \$90M. The Electrical Master Plan involves improving the reliability of the Plants' electrical aging infrastructure which consists of Primary Volts 115KV to 4.16 kV distribution system, 4.16 kV switchgear, 480 V switchgear/ MCCs, and multiple 4.16 kV generators working in parallel with the utility grid. The individual will also participate in the establishment of the as-built electrical drawing project, as well as coordinating engineering, construction and maintenance projects with engineers, consultants, operations and maintenance personnel.

Education & Experience Requirements

- Equivalent to the completion of a Bachelor's degree from an accredited college or university in electrical engineering.
- Five (5) years of progressively responsible professional experience in the electrical engineering of power and distribution systems.
- Possession of a valid registration with the State of California as an Electrical Engineer.
- Possession of, or ability to obtain, a valid Class C California Driver License.

Desired Competencies

- Knowledge of and experience with applicable professional/technical principles and practices, Citywide and departmental procedures/policies and federal and state rules and regulations.
- Strong experience in industrial power distribution system design and maintenance is essential. Experience with instrumentation and process control a plus.
- Broad knowledge of electrical systems, instrumentation and automated control systems in an industrial facility.
- Working knowledge of design, construction and operation of distribution switchgear, electrical motors and generators for buildings and industrial facilities.
- Experience with high voltage 115KV Primary and 4160 volt distribution systems.
- Experience with variable frequency drives (VFD) for motor control.
- Experience with governor and voltage regulator controls for generators.
- Experience in protective relay coordination.
- Experience in configuring Micro Processor based protective relays.
- Knowledge of the principles and practices of electrical engineering pertaining to maintenance.
- Knowledge of codes, safety orders and regulations governing electrical work, plus specification writing and estimating.
- Ability to perform electrical design work and difficult engineering research.
- Ability to develop and implement policies, procedures and programs.
- Develops effective relationships with co-workers and supervisors by helping others accomplish tasks and using collaboration and conflict resolution skills.
- Ensures support for projects and implements agency goals and strategic objectives; establishes realistic priorities within available resources.
- Appropriately applies procedures, requirements, regulations, and policies to related service delivery or regulatory activities.

Compensation

The annual salary range for the Senior Electrical Engineer is **\$92,060 - \$116,480**.

Benefits

Retirement: Competitive retirement system with full reciprocity with the CalPERS. In addition, the City offers an optional 457 plan.

Health Benefits: The City contributes 85% of the premium for the lowest cost plan. Employees may elect to have this amount go towards the premium of several plan options offered.

Dental Insurance: The City contributes 100% of the premium of the lowest-priced plan for dental coverage.

Life Insurance: The City provides a term life policy equal to two times the annual salary.

Holidays: The City observes 14 paid holidays annually.

Vacation & Sick Leave: Vacation is accrued initially at the rate of three weeks per year, with the rate increasing up to five weeks after 15 years of service. Sick leave is accrued at the rate of eight hours per month.

Flexible Spending Accounts: The City participates in Dependent Care Assistance and Medical Reimbursement programs.

Additional Benefits: Long-term disability, AD&D, and vision care plans are optional.

Working Conditions

Incumbents frequently work within plant conditions that may be considered unfavorable. The working environment may contain dust, fumes, grease, and high noise levels. The position may require bending, crouching, and working within confined spaces.

Important Application Information

To apply for this outstanding opportunity, please visit the website of Koff & Associates at www.KoffAssociates.com to download the supplemental questions. Please submit a cover letter, resume, and answers to the supplemental questions by email to Lori Worden at lworden@koffassociates.com. As an alternative, you can mail your application materials to:

Koff & Associates, Inc.
6400 Hollis Street, Suite 5
Emeryville, CA 94608

The deadline to apply has been extended to 5:00 p.m., August 16, 2013.

Following the closing date, applications will be screened in relation to the criteria outlined in this brochure. The most qualified candidates will be asked to participate in phone screen interviews conducted by a member of the Koff & Associates project team. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval. Finalist interviews will be held with the City of San José. Candidates will be advised of the status of the recruitment following selection of the Senior Electrical Engineer.

Successful candidates not currently employed in regular status by the City of San José must pass a pre-employment background check to be considered for employment.

The City of San José is an equal opportunity employer encouraging workforce diversity.

The information contained herein does not constitute either an expressed or implied contract, and these provisions are subject to change.

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by 5:00 p.m.



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